



JUBILEE HIGH SCHOOL

Lead Teacher for Geography
Recruitment Pack

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JUBILEE HIGH SCHOOL

WELCOME FROM THE HEADTEACHER

Dear applicant,

Thank you for your interest in the role of Lead Teacher for Geography at Jubilee High School. We look forward to learning more about you, and to you learning more about our organisation, our ambitious aims, and our remarkable staff and children.

Jubilee High School is a high performing comprehensive school in Addlestone, serving the educational need of families in Runnymede, Woking and Elmbridge.

We are committed to ensuring that every child thrives during their time with us - our priority as a school is to ensure our students achieve more than they thought possible. Our aim is to create lifelong learners who will be resilient, open minded, aspirational and reflective, ready to take on any challenges in life beyond Jubilee High School. Rated 'Good' in our last two Ofsted inspections we are proud to offer first-class facilities including a new business resource centre, personalised learning hub, theatre, dance studio, rowing suite and squash courts and over 45 clubs within our enrichment programme. We are also 1 year through a 3-year redevelopment plan which has seen and will continue to see huge investment in our school.

Students and parents at our school are very positive about the culture of learning, with staff having the highest expectations for each and every child. Our students benefit from an extensive range of artistic, cultural and sporting activities, ensuring students enjoy a personalised pathway which allows ALL to flourish. The school also has a specialist centre for communication and interaction needs.

Jubilee High students receive excellence and enjoyment from their education, supported by caring and skilled staff and the very latest technologies. Parents and students who choose Jubilee High are assured of high standards of teaching and learning in a modern, well- equipped environment.

Over the four years that I have been head of Jubilee High there has been a significant positive change in our learning culture. We have high expectations and aspirations; our community is strong, and we are proud of the consistent progress and results our students are achieving. I am honoured to be the Headteacher at Jubilee High and proud of my students and families who we work closely with.

For more information on what Jubilee High School has to offer, please visit the website www.jubileehigh.surrey.sch.uk or call **01932 884 800** to arrange a visit.

Mark Conroy
Headteacher





JUBILEE HIGH SCHOOL

ABOUT

BOURNE EDUCATION TRUST

Bourne Education Trust ('BET') was established in 2011 and has grown steadily since then. It is largely Surrey based, with 20 of its 25 schools in the county, but has recently expanded into Hampshire and Richmond. It is made up of 19 academies and 6 associate schools. Of its 25 schools, 13 are primaries, 9 are secondaries, 1 is a special school and 2 are alternative provision. It is responsible for the education of approximately 12,000 pupils and employs just over 1,300 staff. The Trust is organised into both phases and clusters to support specialist and cross-phase collaboration.

The size of its schools range from a one-form entry primary to an 8-form entry secondary school with a sixth form. All schools are equally important and carry the same influence in terms of decision-making within the Trust. Each school has its own head and local governing committee.

Since 2012 it has taken 9 schools from special measures or requiring improvement to good or outstanding. The rest have maintained their good status whilst in the Trust. BET has transformed the finances in 12 of its schools so that no school in the Trust is in deficit.

BET's values are summarised by our strapline: 'Transforming schools; changing lives'. We absolutely believe that all children regardless of context or background deserve a great education, hence our involvement in schools and communities that have not experienced this. Whilst we want our schools to retain their own identity, all BET schools share environments that are extremely warm and welcoming, professional, relentlessly positive, highly aspirational and characterised by happy and engaged pupils with excellent relations between them and the staff. In all classrooms and beyond pupils enjoy creative and effective teaching and learning that fosters belief and confidence.

Our philosophy is to have schools working as effectively as possible and serving their community. We err towards independence on the independence/standardisation continuum but never forget we are one organisation working together. Our schools welcome the support of the Trust and its collective ethos but relish their remit as local schools and the responsibility that brings. We do not have one shared curriculum and strongly believe in a localised approach to curriculum design. Where we have centralised, it has been by consensus or driven by the legal framework in which we operate and the requirements of the Academy Trust Handbook.

For more information about BET, please visit our website www.bourne.education.





JUBILEE HIGH SCHOOL

Position: Lead Teacher for Geography

Salary Grade: Negotiable (dependant on experience)

Reporting to: Head of Department

Jubilee High School are looking to recruit an enthusiastic **Lead Teacher for Geography** to join our vibrant team. The successful candidate will be an excellent teacher who wishes to contribute fully to school life, develop and inspire all students with their subject passion.

The position offers scope for personal development in a stimulating, intellectual and challenging environment. The ideal candidate will teach a range of classes from Key Stages 3-4 and will play an active part in the life of the department supporting extra-curricular opportunities and trips.

Jubilee High School is in an exciting phase. As part of the high performing Bourne Education Trust, in 2018 it maintained its 'Good' rating by Ofsted and has just completed the first phase of a major investment project. We are eager to appoint exceptional individuals who wish to make a significant contribution to the learning and lives of our students. We have a proven track record of working with and developing early career teachers and those ready for promotion.

We are committed to providing the very best for our teachers. The benefits you can expect from working here include:

- A focus on staff well-being and a commitment to reducing staff workload
- A shorter academic year (36.8 weeks per year), which means more holiday time and a good work-life balance
- Great opportunities for career progression

Interested candidates should complete an application form and email it to our Business Manager, orchardj@jubileehigh.surrey.sch.uk. **The closing date for applications is Friday 21st April 2023, with interview date to be confirmed.**

Candidates are encouraged to apply as soon as possible. We reserve the right to interview as and when applications are received, ahead of the closing date and withdraw this advert.

Equal Opportunities

Jubilee High School and Bourne Education is committed to equality of opportunity for all colleagues, students and other stakeholders. Applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage and civil partnerships.

SAFEGUARDING

Jubilee High School is committed to safeguarding and protecting the welfare and safety of its staff and pupils and follows Safer Recruitment interview procedures. We expect all candidates to meet the highest standard of safeguarding and successful applicants will be required to undertake a Disclosure and Barring Service (DBS) check.



Job Description: Lead Teacher for Geography

Strategic and operational planning:

- To support the Head of Department in Humanities in realising their vision for the department
- To understand school improvement and effectiveness of strategies, including the process of school self-evaluation, and to contribute to the department's improvement plan
- To take responsibility for the strategic overview of curriculum within KS 3&4, as directed by the Head of Department for Humanities
- To make informed use of current research, data on performance and inspection findings to set challenging targets for improvement in key stage and/or subject area.

Teaching, learning and progress:

- To ensure a high-quality learning experience for students according to their needs, meeting internal and external quality standards. Lessons to be planned to use a variety of delivery methods which will stimulate learning and ensure progress is appropriate to both students' needs and demands of the syllabus.
- To set and mark work carried out by the students in school and elsewhere, supporting the school's expectations.
- To use data and assessment to inform planning and intervention.
- To assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required adhering to reporting deadlines.
- To be responsible for the care of the teaching rooms and equipment during lesson or tutor group time.
- To maintain discipline in accordance with the school's procedures and to encourage good practice with regards to punctuality,
- behaviour, standards of work and homework.
- To contribute to the preparation and resourcing of department
- Schemes of Work and policy development, working with other colleagues to develop and teach these.
- To attend Parents' Evenings, meetings and events as specified in the school's annual calendar.
- To contribute to Department enrichment activities.

Form Tutor:

- To be a Form Tutor to an assigned group of students. To register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life.
- To provide 'first line' support and guidance to students to meet their personal development and achievement needs, to promote the general progress and well-being of individual students and of the Form Tutor Group as a whole.
- To liaise with the Head of Year to ensure the implementation of the school's Year System and to promote involvement in House/Year activities.
- Evaluate, monitor and report on the progress and achievement of each student in terms of his or her curricular achievements and extra-curricular activities.
- To monitor behaviour, promote school rules and encourage improvement.
- To alert the appropriate staff to problems experienced by students and to take suitable actions to help resolve them.



Job Description: Lead Teacher for Geography

- To communicate, where necessary and after consultation with the appropriate staff, with parents and with persons or bodies outside the school concerned with the welfare of individual students.
- To contribute to the House/Year Tutor Programme according to school policy.

Professional Development:

- To take principal responsibility for one's own Professional Development
- To participate in arrangements for Performance Management.
- To support colleagues in their Professional Development.

School Community:

- To actively promote the school's ethos in spiritual, moral and social responsibility. To act as a positive role model.
- To comply with the school's Health, Safety, Welfare and Safeguarding policies and undertake risk assessments as appropriate and designated supervisory duties.
- To attend meetings as per calendar.
- To play an active role in the realisation of the school's Development
- Plan and contribute to whole school initiatives.

Health and Safety*

- To take reasonable care of their own health and safety and of others who may be affected by their actions at work
- All BET employees must co-operate with training expectations and follow trust health and safety policies and procedures
- All must take responsibility for reporting concerns relating to health and safety through appropriate channels

***Health and Safety Statement**

The board of trustees, local governing committees (LGC) and all leaders across Bourne Education Trust (BET) recognise and accept their responsibilities to provide a safe and healthy working environment for all employees, students and visitors.





Person Specification: Lead Teacher for Geography

Essential:

Qualifications:

- Qualified Teacher Status (QTS) with
- appropriate degree
- Good academic background experience
- Secondary trained
- This post would be suitable for an established teacher.

Knowledge:

- Excellent subject knowledge
- An understanding of current developments in teaching, particularly the National Curriculum at KS3 & KS4

Philosophy: Commitment to:

- The principal of comprehensive education
- Staff participation in decision making and consultation
- The pursuit of high standards, both academic and behavioural
- Quality provision for all students including SEN/G&T
- Innovation in the teaching of Geography
- The development of high-quality programmes of study
- Sharing good practice
- Coaching and mentoring
- Equality of opportunity
- Maximising contributions from parents, Governors and the community

Skills:

- Excellent communication
- Efficient organisation
- The ability to initiate change
- A high degree of creativity
- Effective teaching and learning skills
- The willingness and capacity to function creatively and generously in a mutually supportive team
- Ability to carry out administrative tasks effectively

Desirable:

- Evidence of commitment to further professional development
- Experience of delivering Geography at examination level.

- An awareness of changes to the National Curriculum for Geography

- A belief that all children can be successful in Geography
- A desire to promote and develop Geography across the curriculum

- Confident use of ICT



JUBILEE HIGH SCHOOL

Person Specification: Lead Teacher for Geography

Essential:

Personal Qualities:

- Ability to work collaboratively with peers across the Trust
- Ability to work both autonomously and as a member of a team
- Awareness of and commitment to equal opportunities and valuing diversity
- Ability to forge effective professional relationships and establish positive partnerships with parents and guardians
- Capacity to embrace and implement change
- Evidence of working in a team
- Vision, warmth, energy, enthusiasm, caring and resilience
- Good sense of humour



REVIEW: Defensive Design... in the scenarios and examine

Look at the data below and identify the issue(s) with each one:

1. Doc@-Twp
2. Sarah@Email.com
3. 12/13/2020
4. - PRESENCE
5. Name: Elaine Swainworth
6. E5462667 - formal
7. 01982 560630 - (eng)

Extension: what type of check each one

no delay always

36, 22

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CAREERS